# 2018-2019 Cost of Attendance Add-On for Specialized Services, Books, Supplies, and Equipment for UC San Diego Classes

**RETURN This Form with the Requested Documentation to:**

UCSD Financial Aid and Scholarships Office, MC 0013, 9500 Gilman Drive, La Jolla, CA 92093-0013, by fax to (858) 534-5459

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**PRINT Student’s Last Name**  
**First Name**  
**Middle Initial**  
**UCSD PID Number**  

☐ Undergraduate  
☐ Graduate - Department: ______________________

## Specialized Services, Books, Supplies, and Equipment

1. Specialized services, books and supplies  
   a) Attach receipts, billings, cancelled checks, or an itemized listing of expenditures if receipts are unavailable, for all purchases of required, specialized books and supplies.  
   b) Any estimated expenditures must be signed by the Professor or Department Chairperson for that course. *(see page 2)*

2. Specialized equipment  
   a) Itemize below, or on a separate sheet, the type and amount of any additional expenses for required, specialized class equipment or supplies.  
   b) Professor or Department Chairperson must co-sign this statement, verifying that the equipment listed is required for the course. *(see page 2)*

<table>
<thead>
<tr>
<th>COURSE</th>
<th>BOOKS/SUPPLIES/EQUIPMENT</th>
<th>AMOUNT</th>
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<tbody>
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**TOTAL: $ __________**

I am requesting a Cost of Attendance Add-On for $_____________ to cover purchases of specialized services, books, supplies and/or equipment not included in my standard UC San Diego standard cost of attendance.

I understand the following:

1. The information and documentation provided by me are complete and true to the best of my knowledge.  
2. That expenses I do not document will not be included and;  
3. If I provide a printed itemized estimate, an unpaid billing statement, or other unpaid estimate for the specialized books, supplies and/or equipment, I may be audited; and will be asked to provide proof of my purchases by submitting a copy of the purchase receipt, cancelled check, or billing statement/invoice. **SAVE COPIES OF YOUR RECEIPTS**

**Cost of Attendance Add-On requests must be submitted no later than Wednesday, May 15, 2019 of the current academic year to receive Direct Subsidized/Unsubsidized/PLUS Loans. Submission of a request does not guarantee an approval.**

______________________________________  
Student Signature  

______________________________________  
Date
2018-2019 COST OF ATTENDANCE ADD-ON FOR SPECIALIZED SERVICES, BOOKS, SUPPLIES, and EQUIPMENT FOR UC San Diego CLASSES (cont’d)

A__________________________
Student’s UCSD PID Number

TO: UC San Diego - Financial Aid and Scholarships Office
9500 Gilman Drive, MC 0013
La Jolla, CA 92093-0013

FROM: ______________________________________________________
PRINT Professor’s or Department Chairperson’s First and Last Name
________________________________         __________________
Department          Mail Code
________________________________         __________________
UCSD Email                    Phone Extension

RE: _________________________________________________________
PRINT Student’s First and Last Name

This is to certify that the specialized services, books, supplies, and/or equipment listed on this form, or the attached list, are required for the course stated below.

COURSE: ________________________________ Total Amount Listed: $ _______________

_______________________________________________________      ____________________
Signature of Professor or Department Chairperson         Date

NOTE:
• This form must be signed by student’s Professor or Department Chairperson only.
  TA or RA signatures are not acceptable.

• If a separate list of items is attached, the list must also be signed by the student’s Professor or Department Chairperson only.
  TA or RA signatures are not acceptable.

FAS OFFICE USE ONLY:
Total amount approved for add-on: $_________________   FAO Counselor: ___________________   Date: __________

Former Foster Youth
COA Code on EU: BA (Cost of Attendance Add-On) – Refer to Cost of Attendance Add-On Instructions or Add-On Grid
Loan Period Received: ( ) Fall ( ) Winter ( ) Spring ( ) Summer   Enter TU2 data BUDxxxx, EFCxxxx, FAxxxx

Revised August 30, 2018